

# Rehabilitation & Return to Work Policy

## Purpose

Data#3's core purpose is to enable our customers' success and Data#3's vision is to harness the power of people and technology for a better future.

Our strategy is to enable our customers' digital transformation by creatively evolving our solutions capability.

Data#3 is committed to securing safe and healthy workplaces for our personnel and preventing injury and illness associated with work. Where these arise, we recognise there are substantial benefits to be gained from rehabilitation and return to work principles and practices and is committed to implementing these throughout the organization. We recognise that state and territory legislation and Data#3's company commitment regarding Workers' Compensation is integral in providing a framework for supporting workplace rehabilitation, recovery and return to work activities.

## Scope

This Rehabilitation and Return to Work Policy covers all activities and services of Data#3's operations within Australia and our overseas offices and services. The Policy has been developed with consideration to applicable workers compensation (or equivalent) legislation, standards for practice, our services and work activities, and Data#3's vision and core values.

## Commitment

We fulfil our commitments for workplace rehabilitation, recovery and return to work by:

- Maintaining injury management, rehabilitation and return to work processes with applicable legislation, industry standards and practices
- Aligning and maintaining our Rehabilitation and Return to Work Policy with our core values and applicable legislation and practices
- Providing safe and healthy working conditions for the prevention of work-related injury and ill health specific to our work and WHS hazards and risks
- Encouraging the early detection, reporting and management of work-related ill-health and injuries
- Promoting a supportive and compassionate culture in the workplace to facilitate the effective return to work of injured and ill workers
- Ensuring workplace rehabilitation is started as soon as possible in consultation with the injured worker and adopting a multidisciplinary approach as required (insurer, medical/health care provider, workers manager or team leader etc.)

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- Establishing rehabilitation and return to work goals, reviewing progress and revising goals where applicable
- Promoting suitable duties to facilitate safe and early return to work in consultation the worker, their medical/health provider, and their manager
- Respecting the confidential nature of medical, health and rehabilitation information
- Complying with legislative obligations with respect to rehabilitation and ensuring injured and ill workers are aware of their rights and responsibilities

Experience has shown that workplace rehabilitation assists the healing process and helps restore the workers' normal function sooner. Workplace rehabilitation includes early provision of timely and adequate services, including suitable duties programs, and aims to maintain injured or ill workers at work, ensure the worker's earliest possible return to work, maximise the worker's independent functioning, and provide for durable employment. This policy has been developed as a joint worker – management agreement.

## **Brad Colledge**

Chief Executive Officer and Managing Director,  
Data#3 Limited